

Submittal Checklist for Patio/Deck Covers and Carports

The purpose of this guide is to assist you in the permit process for most attached patio/deck covers and carports. It does not cover all circumstances. Depending on the scope and complexity of your project, additional detailed plans may be required.

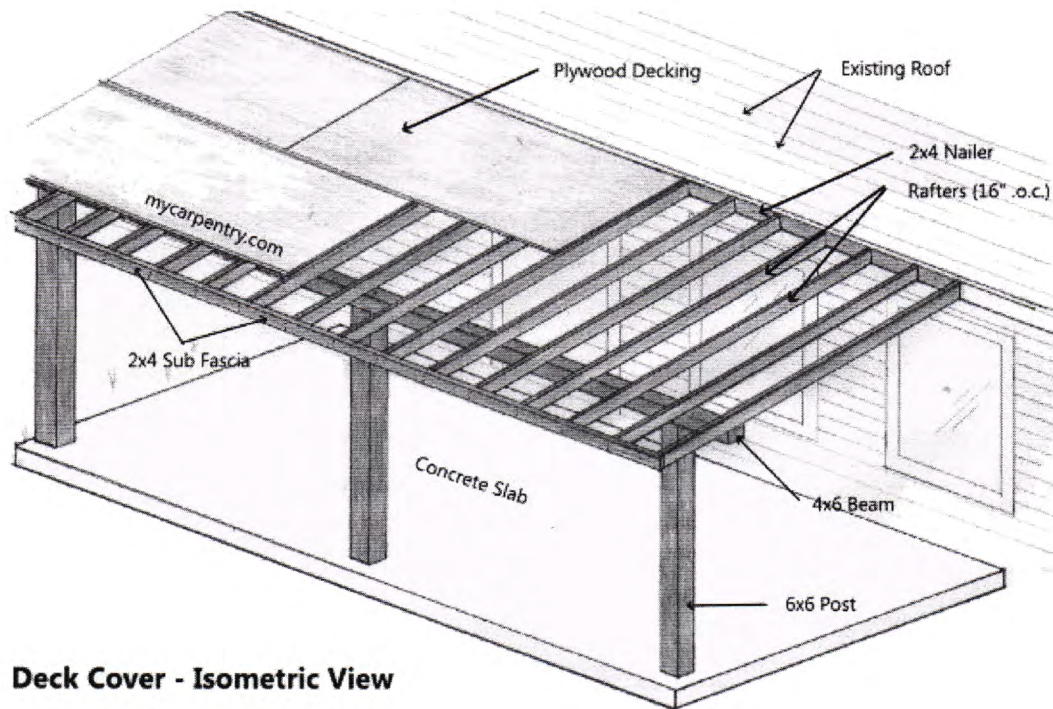
This checklist is to be completed by the permit applicant to assure a complete submittal. The permit technician will also use the checklist to confirm a complete submittal. If the submittal is incomplete, it will not be accepted and the permit applicant will be asked to retain all documentation until their submittal is complete.

NECESSARY DRAWINGS: provide 2 copies of the proper documents.

- ☐ **A survey** - A Survey is a drawing document prepared by a land surveyor. The survey that is submitted with your application must accurately depict the conditions of the property existing at the time of application submission, including the location of the proposed patio/deck cover or carport clearly marked on it.
- ☐ **Floor plans** - Show an enlarged floor area, with dimensions and measurements, of the new patio cover.
- ☐ **Roof Framing Plan** – If applicable, show how the new roof ties into the old. The new roof shall not attach to brick or non-masonry veneers. Show attachment/connection details (bolts, etc...)
- ☐ **Exterior Elevation** - Show what each side of the patio cover will look like after adding the patio cover. Include dimensions and measurements for overall length, height, and width.
- ☐ **Construction Details** - Include all framing, spans, spacing and wall section. Patio cover shall not be anchored or attached to brick or siding (non-masonry veneers).
- ☐ **Foundation Plans** - Show how posts or columns supporting patio cover will be anchored to the ground. When applicable, show footing depths, foundation slab changes, etc...
- ☐ **Electrical Plans** - Show any electrical work to be installed under the patio cover. For example: Ceiling Fans and switches or additional outlets.

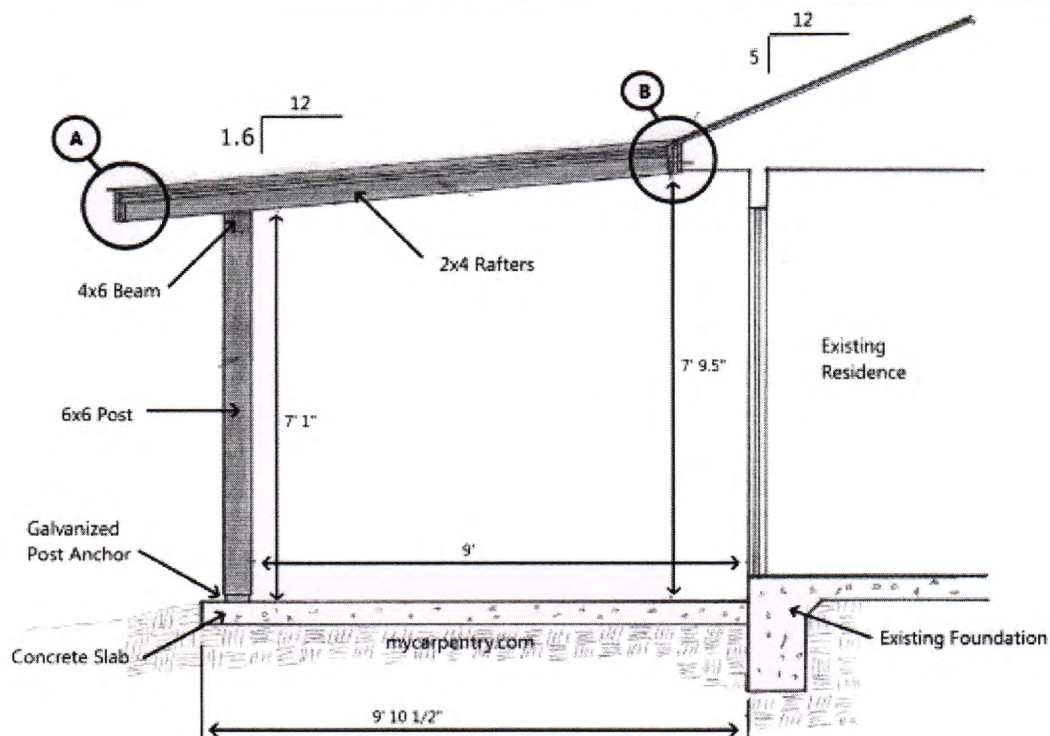
CONSTRUCTION MATERIALS NOTES

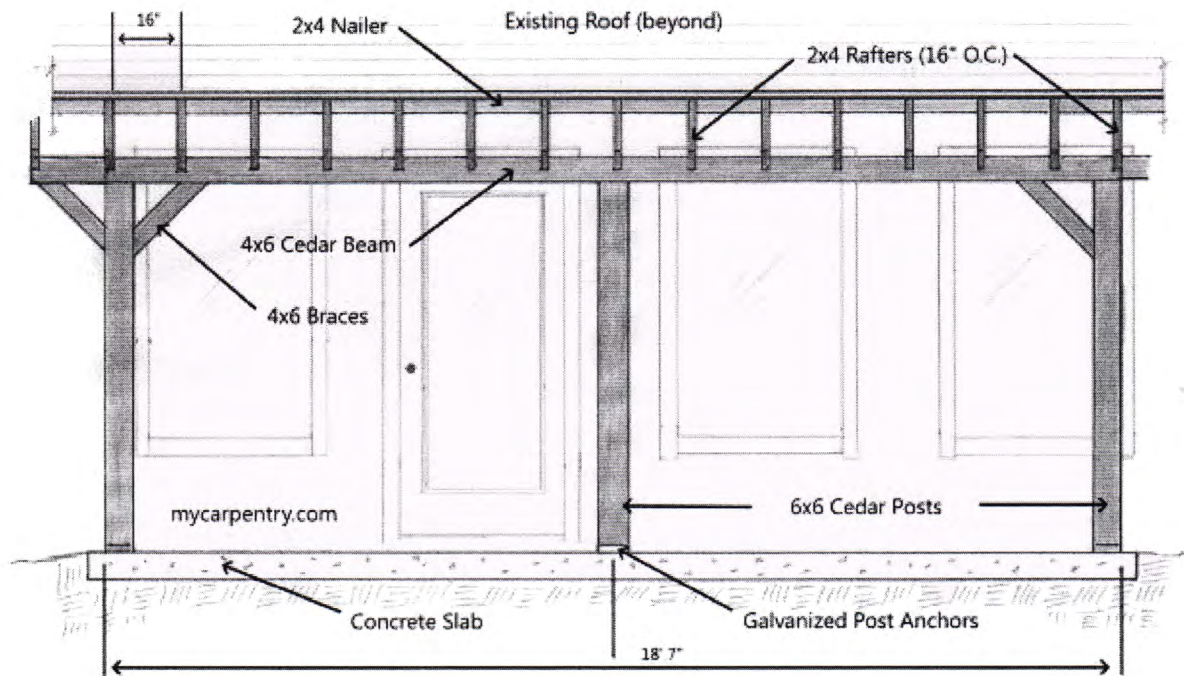
1. All lumber, plywood, OSB, etc. must conform to applicable standard under which it was graded and must be so identified by grade mark (stamp). All lumber must be graded at SPF #2 or better. Plywood must be structural or C-D grade minimum, with exterior grade glue with grade stamp. Structural members shall not be cut, notched or bored in any manner.
2. All beams, headers, rafters, joists, etc. (see Patio Cover diagram for explanation of terms) must be set with the warped side of the board (crown side) up.
3. Posts/columns must be supported by concrete piers or metal pedestals that project at least 6-inches above exposed ground and at least 1-inch above concrete slab that entirely surrounds and adjoins the post column.
4. All bolts must be a minimum 6-inch diameter, unless noted otherwise, each bolt must have a nut and a standard cut washer, both the head and nut, holes for bolts must be bored/drilled 1/32-inch to 1/16-inch larger than the diameter of the bolt. Lag screws must have a standard cut washer under the head and must be installed in holes you have pre-drilled approximately 75% as thick as the lag screws being inserted.
5. All framing hardware and connectors (straps, joist hangers, post caps, column bases, etc.) must be Simpson Strong-Tie (brand name example) or equal.
6. All bolts, screws, hardware, etc. must be corrosion-resistant such as hot dipped or galvanized.
7. All lumber exposed to the exterior shall be weather protected with an approved exterior paint, equivalent sealant, or treated lumber.
8. Roofing must be installed according to the manufacturer's installation instructions, including which materials are used and how to install those materials in a low slope application.



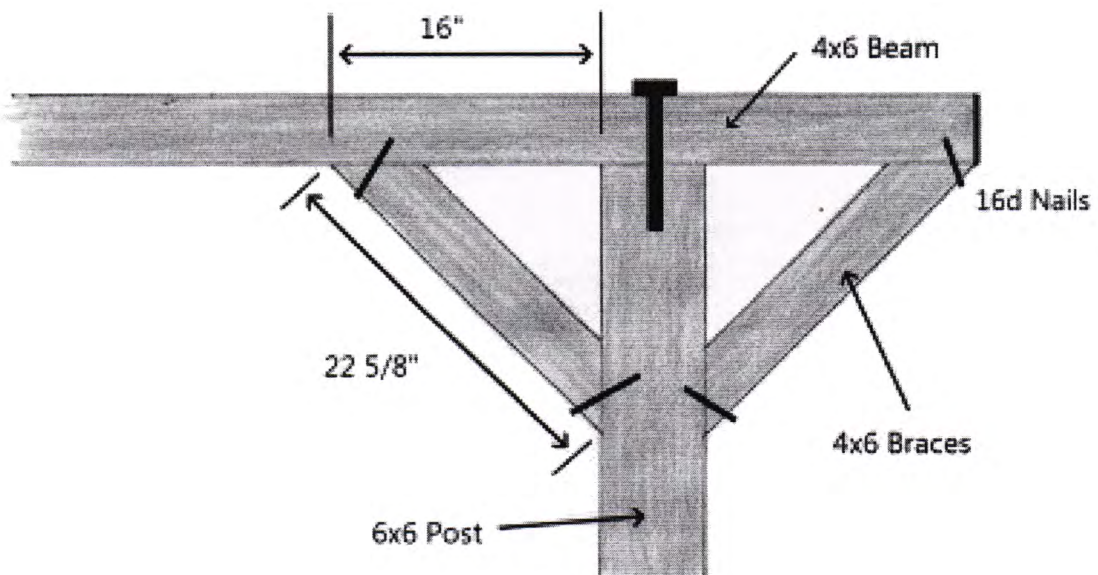
Deck Cover - Isometric View

EXAMPLE





EXAMPLE



Simple patio/deck cover or carport.

For your convenience, if your proposed project looks like the picture below, you may use this document instead of plans. Submit this completed document with your survey to the permit technician for plan review.

PATIO/CARPORT SECTION

Roof Pitch: _____ / _____

Covering: _____

Underlayment: _____

Sheathing: _____

2x _____ Rafters spaced _____" o.c.
(Example: 2x8 rafters spaced 16" o.c.)

Rafter Span _____ Ft. _____ In.
(Distance from the face of the Ledger to the face of the Beam)

Note: Walls, posts and overhang shall be no closer than 5 feet to the property line.

Beam splices to occur over posts with 1-1/2" bearing

Existing Building

Check one
☐ Detail A
☐ Alternate A

Check one
☐ Detail B

SPAN

Maximum rise 7-3/4" at top of threshold

Concrete slab

Footing 16" x 16" x 12" thick for Detail "C"

Overhang

P/L

☐ _____" x _____" Beam Size
 (Example: (2) 2" x 10" Beam)

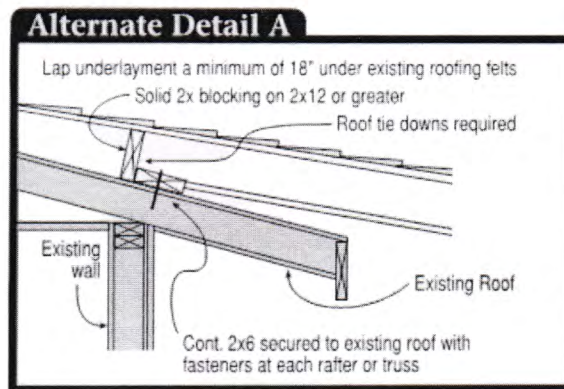
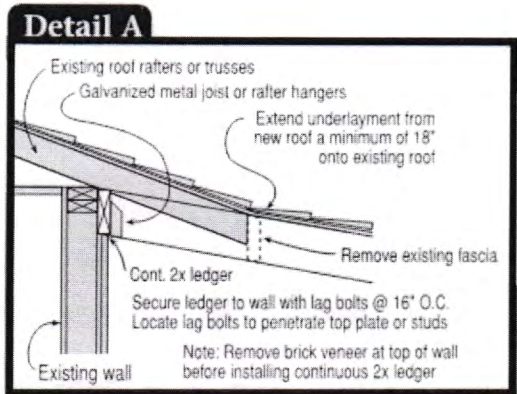
Beam Span _____ Ft. _____ In.
(Post to Post Center)

_____" x _____" Posts
 (Example: 4" x 4" Posts)

Spaced _____ apart.
(Example: 6-ft.)

Check one
☐ Detail C
☐ Alternate C-1
☐ Alternate C-2

6"-8" Minimum



Typical Ledger Detail

